

Bisbee Radio Project  
Board of Directors Meeting  
September 25, 2018 @ 6:00 PM  
Bisbee Royale Theater

- 1.) The meeting was called to order by President Mahoney at 6:02 PM.
- 2.) Present: Jim Mahoney, Stephen Yoder, Nancy Potenza, Paul Tompkins, and Mitch Druckman  
Absent: James Lacey, Patricia Worth  
Reagan Burrell (resigned from the Board on 9/21/2018)
- 3.) President Mahoney read the KBRP Mission Statement.
- 4.) The minutes of the previous Board Meeting (9/11/2018) were approved as submitted and amended.
- 5.) Call to the Public:  
  
Juanetta Hill: Expressed her interest in possibly serving on the Board. She is at the meeting to observe and get a feel for how the Board operates and what we would like to accomplish.
- 6.) **President's Report:** President Mahoney had little to report due to the fact that he's been gone for a couple of weeks. He mentioned that someone (Reagan Burrell) had resigned during his absence.
- 7.) **Treasurer's Report:** Patricia Worth was not present so no Treasurer's report was given.
- 8.) **Committee Reports:**

Finance: Paul Tompkins reported that he had talked to Patricia Worth and she told him that a scheduled meeting with Sue Logan fell through (twice). Paul is continuing to go back through the checking account trying to figure out who checks have been written to and why. Ben Susman reported that he is waiting for past utility bills from Patricia before scheduling a meeting with Goar Park Lunches.

State of the Station: Mitch Druckman reported that we have received our business license (finally!). The Spirit of Bisbee Volume 2 CD is supposed to be finished and in our hands by October 15. Mitch reported that our new website should be ready to "go live" next Monday (10/1). He said it's not completely finished but it looks pretty good and works as it should. Currently waiting on having archived radio programs on the website. That is in the process of becoming finalized. Mahoney asked if Bridgette will be our contact person for website maintenance in Mitch's absence. Mitch felt that if she was given a retainer she could then do work as it comes up and simply deduct her

fee from the retainer. Paul suggested using volunteers to do website maintenance. The contract with Bridgette contains a clause stating that she would do some training for website maintenance. Mitch said that Peter Levine, Tom Woods, and Chris Sawyer are the most technically-oriented volunteers we have at this point and would be the likely candidates for this training.

**President Mahoney made a motion to draft a letter to Bridgette along with a retainer for her services to maintain and update the website for 6 months. The motion was clarified to authorize President Mahoney to draft a letter to Bridgette asking for her to be available to make updates, corrections, etc. on the new KBRP website for a period of 6 months. Mahoney was asked to negotiate the best deal he could. Motion passed unanimously.**

Mitch continued with his report: November 3rd, the movie “Hippie Family Values” along with a live band would be performing at the Royale.

Mitch’s last day as Interim Station Director will be Friday, October 5. Mitch agreed to provide the Board with a “bulleted” list of items which we need to be aware of and keep up-to-date on prior to his departure. Peter Levine has been identified as our go-to technical person in the event of radio problems. Discussion followed about how to find/attract someone to fill Mitch’s position.

Programming: The disclaimer policy was discussed at the last Program Committee meeting and the discussion was continued here. It was reported that there are vacancies on the committee. Jahfree Lambo and Curt Stetter have both expressed interest in joining the Program Committee. *(Although no formal vote was taken, Curt Stetter and Jahfree Lambo were appointed to the Program Committee at tonight’s Board of Director’s Meeting).* Jahfree’s show, Old School Radio, has been extended an additional hour for a total of two hours. Next committee meeting will be Tuesday, October 2 at 6:00 PM *(note: a few days following this Board meeting, the Program Committee meeting was changed to Thursday, October 4 at 6:00 PM).*

IT: Paul Tompkins reported that he, along with Molly Hottel, has been working on the membership database and expects to have it completed by Thursday, September 27. Paul reported that, if we don’t have either an email address or a phone number to go with a name, the name is not being put into the database. He will also contact people with no mailing address to see if they want to vote in the upcoming election. If they do, they need to provide a mailing address. Paul would like to get discussion started about computer and data security.

Elections: Ben Susman reported that Fred Miller has volunteered to help get the word out about the elections. He also explained that the ballot is set up so that one votes either “Yes”, “No”, or “Abstain”. This means that the voters are actually voting Yes or No on each individual candidate. Desired skill sets for candidates were discussed. It was generally agreed that, while it would be great to have certain skills in Board members, we don’t want to scare people off. We, as “board member candidate

recruiters”, are free to try to recruit people that we feel have the skills we’re looking for without turning these skills into a general “requirement” for candidacy. Length of term was discussed as well. Normally the elections are staggered so that there is continuity from Board to Board. However, since the current interim Board was appointed all at the same time, another approach will be needed for this election. Some of the new positions would be for 2-year terms and some for 1-year terms. This would get us back on track. How to decide who filled which position was discussed. One suggestion was that the two, three or four candidates that get the most YES votes would be 2-year members and the rest would be one-year members. Another suggestion was that the length of the terms be advertised so that candidates could sign up for whichever term they wanted to serve. No definitive decision was reached although the general feeling was that candidates should be able to choose the position they’re running for.

Bisbee Royale: Negotiations were held with John Acosta for use of the Royale on November 1. The Memorandum of Understanding (MOU) has not yet been written up. How the agreement will ultimately be written was discussed. Further discussion was tabled until Patricia Worth returns since she is the one doing the negotiations. Ben Susman reminded the Board of the importance of ensuring that a renter who provides their own alcohol and servers also provide their own liability insurance.

Opening up the Royale on Election Day, November 6, with a continuous live feed from one news agency or another was discussed. There are technical obstacles to overcome but it was generally agreed that we try to hold an election day event of some sort.

Fund Drive: Steve Yoder reported that he got a message from Joy Walden via Reagan Burrell to the effect that the fund drive committee is fine with having their Hallowe’en fund-raising party on October 27.

Volunteers: Paul Tompkins reported that Kay Lynn Cummins is getting a roster of volunteers together.

Nancy Potenza interjected a report on the status of the KBRP T-shirts. She reported that the ones that Mike Montoya is doing will be delivered to Bisbee this Sunday (September 30) by Danielle Panther.

Goar Park Lunches: We need to schedule a meeting with Dan Maldonado when Patricia Worth returns to discuss financial arrangements between GPL and BRP.

## **9.) Old Business:**

Unsigned IRS 990: Signing this was put on hold until we get some further guidance as to what should be signed and by whom. This is in reference to the 2017 990 report which was filled out, presumably by Ryan Bruce, but never signed or submitted to the IRS.

Liquor License; complete Agent Change: This has not been completed yet. Apparently the forms we filled out back in June were not filled out exactly as the Arizona Department of Liquor wanted them filled out. The forms will be resubmitted with Patricia Worth named as new agent.

KBRP Listeners Survey: The survey needs to be submitted to Mitch Druckman for inclusion on the new website. Mitch and Mahoney discussed the details about how to do this.

## **10.) New Business:**

Paul Tompkins and Nancy Potenza have been going through past meetings' minutes and other documents to try to put together a policies and procedures manual for the new Board.

Some discussion was held on changing the by-laws. Since any changes need to be submitted by the first Monday in October, which is the 10/1 this year, it was decided that it's really too late to make changes this year and still give the membership enough time to review them prior to voting on them at the December general meeting. The only thing that might be important enough to submit as a change now is what the minimum number of Board members is and what to do if there are not enough candidates to replace the current board. Mahoney is going to look in to 501c(3) law to see what he can find about this before a bylaw change is submitted.

Steve Yoder reported that it had been pointed out to him that there is a lot of garbage accumulating behind the Royale. The garbage is in the form of doors, broken cinder blocks, pipes, rubber mats, etc. Also the cooler compressor behind the building has apparently been sat on and part of the housing has been bent as a result. Discussion followed about what to do with the large boxes that our theater speakers came in. They're too good to throw away but we're not sure we need to hang on to them. The upshot of the discussion about the garbage behind the building was that we just start hauling it to the transfer station or a recycling station and to put together a volunteer work party as needed to get rid of anything that no one claims. If possible, anything worth keeping should be given away to members of the community. Steve was directed to send an email to Board member James Lacey to see if he knew anything about any of the junk behind the building.

Nancy Potenza expressed concerns about security in the Royale and specifically that the studio is never locked. Discussion followed about the pros and cons of locking the studio as well as leaving things like the MEG office unlocked.

Steve Yoder was directed to contact Vivant about getting a cost estimate to get our existing security system back up and running. Curt Stetter does security systems for a living and, if Vivant's cost comes in too high, it was suggested that we contact Curt to help guide us through putting in a new system.

The next meeting was set for Tuesday, October 9th at 6:00 PM.

Meeting was adjourned at (approximately) 8:30 PM.

Respectfully submitted,

Stephen Yoder, Secretary